

**NOTICE TO AIRMAN  
NOTAMS REQUEST**

The following is the information needed by the Anchorage Center to prepare a NOTICE TO AIRMAN (NOTAMS) and process a TFR.

**From:** *Unified Command*

**To:** Anchorage Center, Operations Supervisor,  
907-269-1103 (Phone Number) 907-269-1343 (Fax Number)

**Re:** Request for issuance of a Temporary Flight Restriction (TFR)  
for Oil Spill Response activities in the vicinity of \_\_\_\_\_.

1. Purpose: \_\_\_\_\_.
2. Requested Altitude \_\_\_\_\_ feet.
3. Requested Radius \_\_\_\_\_ miles.
4. Center of the area requesting a NOTAMS for:  
Latitude: \_\_\_\_\_ N. (Degrees, Minutes, Seconds)  
Longitude: \_\_\_\_\_ W. (Degrees, Minutes, Seconds)
5. Duration requested: \_\_\_\_\_ to \_\_\_\_\_.  
(Date/Local Time) (Date/Local Time)
6. Event Control Officer Name: \_\_\_\_\_.  
(Air Ops)
7. Contact Number: \_\_\_\_\_. (Phone Number)
8. Air Operations Frequency: \_\_\_\_\_.

NOTAMS requests should be approved by the Unified Command.

FOSC: \_\_\_\_\_  
(Signature) (Date)

SOSC: \_\_\_\_\_  
(Signature) (Date)

RPIC: \_\_\_\_\_  
(Signature) (Date)

**PLEASE FAX A COPY OF FDC NOTAM TO \_\_\_\_\_ (Your Fax Number)**

## **INSTRUCTIONS**

**This is job aid and not a required form, however the information provided on this form will facilitate a consistent information flow to the Anchorage Center. It will save you time. This job aid will provide the information needed to process and approve your request.**

**The NOTAM *Temporary Flight Restriction (TFR)* request can be Faxed or called into the Anchorage Center using the numbers provided.**

**NOTAMS are issued under the authority 14 CFR Part 91 Section 137(a) - (1), (2) or (3).**

**Item # 1: Provide information on the purpose of the request. Dispersant, Surveillance, Transportation Activities, etc.**

**Item # 2: Request only what Altitude is necessary. *If operations are limited to 2,000 feet and below requesting for 10,000 feet may delay the approval process.***

**Item # 3: Request only what “Area Radius” is necessary. *If operations are limited to a 2 miles radius requesting a 20 mile radius may delay the approval process.***  
***Note: Be sensitive to airport traffic patterns if applicable.***

**Item # 4: Center of the area requesting a NOTAMS for should always include Degrees, Minutes, Seconds. Do not display in tenths of degrees. (North Latitude // West Longitude)**

**Item # 5: Request the duration needed.**

**Item # 6: The Event Control Officer should be responsible for all communications with the Anchorage Center.**

**Item # 7: Provide a contact number (*Preferably a 24 hour number*) that the Anchorage Center can contact you for additional information if needed.**

**Item # 8: Air Operations Frequency - only if you want this posted.**

**NOTAMS should be approved by the Unified Command.**

***If Operations are completed prior to the published end Date / Time please notify the Anchorage Center to cancel the NOTAM.***

## NOTICE TO AIRMAN NOTAMS REQUEST

The following is the information needed by the Anchorage Center to prepare a NOTICE TO AIRMAN (NOTAMS) and process a TFR.

From: *Unified Command*

To: Anchorage Center, Operations Supervisor,  
907-269-1103 (Phone Number) 907-269-1343 (Fax Number)

Re: Request for issuance of a Temporary Flight Restriction (TFR)  
for Oil Spill Response activities in the vicinity of Kachemak Bay.

1. Purpose: Smoke plume from oil in-situ burn will cause poor visibility.
2. Requested Altitude 80 feet.
3. Requested Radius 12 miles.
4. Center of the area requesting a NOTAMS for:  
Latitude: 59 06'N N. (Degrees, Minutes, Seconds)  
Longitude: 151 41'W W. (Degrees, Minutes, Seconds)
5. Duration requested: 4/16/05 0900 to 4/18/05 0900.  
(Date/Local Time) (Date/Local Time)
6. Event Control Officer Name: Devon Green.  
(Air Ops)
7. Contact Number: (907)330-4200. (Phone Number)
8. Air Operations Frequency: Ch. 14.

NOTAMS requests should be approved by the Unified Command.

FOSC: \_\_\_\_\_  
(Signature) (Date)

SOSC: \_\_\_\_\_  
(Signature) (Date)

RPIC: \_\_\_\_\_  
(Signature) (Date)

PLEASE FAX A COPY OF FDC NOTAM TO (907)23-4412 (Your Fax Number)

## **More Information on this Form**

*When do you need this form?*

When oil spill recovery involves any activities that would inhibit air travel.

*Who fills out this form?*

An appropriate permitter with the responsible party.

*Who signs this form?*

The Federal On-scene Coordinator, State On-scene Coordinator, and the Incident Commander.

*Where does this form get delivered?*

Fax to the FAA at (907) 269-1343.